

HIGHER EDUCATION DEPARTMENT

The 10th February, 2014

No. KW 20/18-2008 UNP (5).—In exercise of the powers conferred by Sub-section (4) of Section 32 of Haryana Private Universities Act, 2006 and all other powers enabling him in this behalf, the Governor of Haryana hereby allows MVN University, Palwal to frame its First Ordinance.

S. S. PRASAD,

Principal Secretary to Government Haryana,
Higher Education Department, Chandigarh.

CHAPTER - 1

1.1 SHORT	(i) The "Ordinance" means the first Ordinance of MVN University framed under section 32 (2) of Haryana private Universities Act 2006 (amendment Act no. 16 of 2012).
TITLE, SCOPE	
COMMENCEME	ii) The Ordinances shall come into force with effect from the date of their approval by the State Government and/ or their notification in the State Gazette as per Section 32 (3) & (4) of the Act, whichever is earlier.
NT	
AND	iii) The Ordinance is subject to the provisions of the Haryana Private Universities Act, 2006 as amended from time to time.
DEFINITIONS	iv) Nothing in this Ordinance shall be deemed to debar the University in amending in part or whole of this according to the provision of Section 32 of the Act, and the amended Ordinance, if any, shall come into effect as per Section 32 (3) & 32(4) of the Act. v) These rules shall be applicable for all the programs offered by the schools, institutes, colleges, centers and institutions run by the MVN University and any matter relating and incidental thereto. vi) The provisions of these rules will prevail overall Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies, Schemes and such other documents of the University, framed earlier. vii) Unless the context otherwise requires , any abbreviation or shortened form of a word shall represent and mean exactly that word as defined in the Act and Statutes , Ordinances , Regulations , Rules ,Orders , Codes , Manuals , Circulars, Memos, Procedures, Policies, Schemes and such other documents of the University , as the case may be framed from time to time .

1.2

DEFINITIONS:

subject to the provisions of the Haryana Private Universities Act 2006 & subsequent amendments, the words defined under shall have the following meanings: -

- (i). **"University"** means MVN University established under Haryana Private Universities Act No 32 of 2006 and Haryana Act No. 16 of 2012 dated May 10, 2012.
- (ii). **"Authority"** means competent authority as per the Act including Governing Body, Board of Management, Academic Council and / or any other authority duly constituted by Governing Body.
- (iii). **"Seal"** means the common seal of the University.
- (iv). **"Admission Policy"** means Admission Policy & Selection Procedure as notified in ordinance/ statute of the University.
- (v). **"Act"** means the "Haryana Private Universities Act, 32 of 2006" and subsequent amendments.
- (vi). **"Statutes", "Ordinances" and "Regulations"** mean respectively, the Statutes, Ordinances and Regulations of the MVN University made under the Act.
- (vii). **"Government"** means the Government of Haryana.
- (viii). **"Academic Year"** means a period of twelve months devoted to complete the requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "semesters" or annual term as applicable stipulated in the Ordinance.
- (ix). **"Programme(s)"** means prescribed area(s) or course(s) of study and / or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
- (x). **"Apply"** means submission of the application for admission by an applicant on a prescribed form along with all the required documents and processing fee either by hand or by Registered post duly receipted.
"Subject" means basic unit(s) of course of instruction, teaching, training, research etc., by whatever names it may be called, as prescribed under the scheme and curriculum.
- (xi). **"Decided by the University/ University may decide/ Decision of the University"** means as decided by the Vice-Chancellor with the approval of the Chancellor.
- (xii). **"Approved"** by University means approved by the competent authority of the University as per Act.
- (xiii). **"Rules"** means the Rules made by the University under the Act.
- (xiv). **"Fee"** means collection made by the University from the students by whatever name it may be called, which is not refundable.
- (xv). **"AICTE"** means All India Council for Technical Education established under the All India Council for Technical Education Act, 1987 (Central Act 52 of 1987)
- (xvi). **"Admission Committee"** means Admission committee duly constituted by Chancellor/Vice-Chancellor of the University for conducting admission process and as provided in Admission Policy.
- (xvii). **"Scheme and Curriculum"** means and includes nature, duration, pedagogy, syllabi, eligibility and other such related details (by whatever name it may be called) for the concerned courses(s) of the University.
- (xviii). **"School"** means a division of the University for learning in a particular field.
- (xix). **"Applicant"** means a candidate seeking admission to the University.

- (xx). "**JEE Rank**" means the rank obtained in All India Engineering Entrance Examination of that year (year of admission) conducted by Govt. of India authorized agency.
- (xxi). "**Discipline**" means a branch /-stream of Engg./Management/Law etc. as approved by the University as given in admission policy.
- (xxii). "**Hostel**" means a place of residence for the students, maintained by the University. This facility is optional and students are also allowed to stay outside.
- (xxiii). "**Prescribed**" means prescribed by rules made under the Act.
- (xxiv). "**Regulating Body**" means a body established by the Central Government for laying down norms and conditions for ensuring academic standards of higher education, such as University Grants Commission, All India Council for Technical Education, National Council of Teacher Education, Medical Council of India, Bar Council of India, National Council of Assessment and Accreditation, Indian Council of Agriculture Research, Distance Education Council, Council of Scientific and Industrial Research etc. and includes the State Government;
- (xxv). "**Chancellor**" means the Chancellor of the University.
- (xxvi). "**Governing Body**" (GB) means Governing Body of the University constituted as per the Act.
- (xxvii). "**Academic Council**" (AC) means Academic Council of the University constituted as per the Act.
- (xxviii). "**Board of Management**" (BOM) means Board of Management of the University constituted as per the Act.
- (xxix). "**Schedule of Examination**" - means a table giving details about the time, day and date of the commencement of each paper which is a part of a scheme of examinations and shall also include the details about the practical examinations.
- (xxx). "**Department**" means a unit of a School.
- (xxxi). "**HoD**" means Head of the respective Departments.
- (xxxii). "**NRI**" means Non Resident Indian as defined under the Income Tax Act.
- (xxxiii). "**Entrance Test**" means an entrance test conducted by the University for a Particular programme/course.
- (xxxiv). "**Academic session means**" duration of twelve months from 1st of July to 30th of June.

All words and expressions used herein and defined in the Act shall have the meanings respectively assigned to them in the Act.

CHAPTER - 2

ADMISSION
OF
STUDENTS
AND THEIR
ENROLLMENT

The University shall have the following schools

- (i). School of Engineering & Technology
- (ii). School of Management Studies
- (iii). School of Computer and Information Sciences
- (iv). School of Basic Sciences
- (v). School of Commerce

2.1 In tune with emerging requirements, new schools/ programmes may be added /closed as per the Act from time to time.

2.2 Based on the Ordinance, an Admission Brochure containing detailed Admission Rules, Procedures and Guidelines for selection will be issued by the University on year to year basis, before commencement of the academic year for admission and enrollment of students to various Schools/ Programmes of the University.

2.3 The Schools for which the admission will be done in a particular academic year will also be specified in the Admission Brochure on year to year basis.

2.4 MINIMUM ELIGIBILITY CRITERIA

2.4.1 To be eligible for admission to the first year of any of the Schools/ programmes of the University, a candidate must fulfill the minimum eligibility criteria for the particular programme as given in the enclosed Annexure-1 of the Ordinance.

2.4.2 Direct Admission to the second year (Lateral Entry) in any course will be as per the criteria mentioned in Annexure-1 of the Ordinance.

2.4.3 The said criteria may change from time to time as approved by the University on a year to year basis. The minimum eligibility criteria for admission to any programme will be clearly specified and publicized through leading news papers and its official website for convenience of the students at least 2 weeks in advance of the start of the admission process.

2.4.4 Allotment of Branch in Engineering Discipline :

- 1) The Branch will be allotted on the basis of inter-se consolidated merit in qualifying examination and entrance test and on the basis of choice of the candidate at the time of admission counseling.
- 2) There will be a provision of admissions through lateral in B.Tech & Diploma programmes, upto 20% of the seats in each discipline for the eligible candidate.
- 3) There is provision of internal sliding in various engineering disciplines

2.5 SELECTION CRITERIA FOR ADMISSION

All admissions to various programmes/ Schools of the University shall be made as per the guidelines prescribed by Section 35 of the Haryana Private Universities Act.

2.6 GENERAL CONDITIONS

- 2.6.1 In case, a candidate has completed his/her qualifying examination from overseas boards/Universities, he/ she shall necessarily have to obtain and submit along with his/her application, a certificate of equivalence from the AIU (Association of Indian Universities).
- 2.6.2 In case, the Admission Committee of the University is not satisfied with the character or antecedents of an applicant(s), in the overall interest of maintaining the academic standards and discipline in the University, the University retains the exclusive right not to admit him/her to the University.
- 2.6.3 A student, who furnishes the particulars, and if they are found to be false, or suppresses the material information, he/she shall not be considered for admission and if he/ she has already been admitted on the basis of such information, besides legal Action at his/ her cost, his/ her admission shall stand automatically cancelled and the entire fee of any description whatsoever paid by him/ her shall stand fully forfeited.
- 2.6.4 Unless clearly specified that they are ineligible, the candidates appearing for compartment in qualifying examination(s) may also apply for admission. However, it is made clear that they must comply with the minimum eligibility criteria at least one day prior to the date of display of the admission list, failing which they shall not be considered for admission. Proof of clearing the compartment examination(s) shall be submitted by the student(s).
- 2.6.5 Mere possession of the prescribed academic qualifications does not entitle a candidate for admission. Candidates shall have to fulfill all other conditions as spelt out in the Admission Brochure.
- 2.6.6 A candidate who wishes to be admitted after a gap period of one year and/ or, more (after passing the qualifying examination) shall submit his application along with an affidavit duly notarized, justifying the reasons of gap period and certifying that he/ she had not taken admission in any institution and had not been rusticated or had not been sentenced to Jail for a criminal offence.

2.7 RESERVATION OF ADMISSION SEATS

- 2.7.1 The policy of admission of the students in each programme will be notified in the Admission Brochure for the year of admission. The reservation of seats in all Undergraduate and Postgraduate courses will be as per section 35 (3) of the Act.
- 2.7.2 One additional seat in each course is reserved for Kashmiri migrants. The same may however, change from time to time as per guidelines from regulatory bodies.
- 2.7.3 Fifteen percent of total seats are reserved for children/ wards of Non-Residential Indians (NRI's)/PIO/Foreigner. To be eligible for admission under this category, the applicant must be child/ward of a Non Resident Indian as defined under the Income Tax Act/PIO/Foreigner and must comply with the minimum eligibility criteria. Entrance test will not be applicable to these candidates. Students admitted under this category will pay fees as decided by the University from time to time. The students will be admitted through inter-se merit of qualifying examination.

2.7.4 Intake is subject to change by the University. In case, there is any new programme/ discipline offered and / or increase or decrease in intake in existing disciplines, the ratio of reservation will be the same. Introduction of a new discipline(s) and / or increase / decrease in intake, if any, shall be notified by the University on its official website as well as in Admission Brochure atleast 15 days before the start of admission.

2.8 UNFILLED SEATS: The unfilled seat(s), if any, under Haryana General and/or Scheduled Castes of the state of Haryana will be transferred to the All India general category.

2.9 ADMISSION COMMITTEE

2.9.1 There shall be a University Admission Committee (UAC) consisting of Dean of Academic as coordinator and all other Deans/ Chairperson of School Admission Committee as members to frame the admission policy. However admissions to each School shall be made by the respective School Admission Committees (SAC) comprising of the faculty and administrative staff of the University to be nominated by the Vice Chancellor from year to year. The Committees will be headed by the relevant Dean of School or a person who is not less than the rank of a Professor nominated by the Vice- Chancellor.

2.9.2 The SAC shall scrutinize the Application Forms for admission of the candidates in accordance with the conditions of admission prescribed in the Admission Regulations.

2.9.3 The decision of the UAC on any matter concerning the admission policy and selection procedure shall be final and in case of any dispute, the case will be referred to Vice-Chancellor and his decision will be final and binding to all concerned.

2.10. ADMISSION NOTICE

2.10.1 The admission notice for various programmes for the year of admission shall be given wide publicity. It may be published in the leading dailies also.

2.10.2 Not less than fifteen days time from the date of the admission notice shall be given to the interested candidates to submit their application and processing fee.

2.10.3 Admissions shall be made strictly on inter-se merit only from amongst candidates who have applied within the stipulated time limit prescribed in the admission notice published by the University and have deposited the fee and whose application has not been invalidated due to any shortcomings.

2.11 PROCESSING FEE

A processing fee as decided and approved by the University from time to time must be submitted with the duly completed application form. The processing fee shall not be refunded under any circumstances whatsoever.

2.12 SECURING ADMISSION

Students whose names appear in the first or second merit cum admission list displayed by the University must deposit their first semester fee in full on or before the last date specified for the purpose to secure their admission. Semester fee will not be accepted in part or in installments. In the event a student fails to deposit his/her fee on or before the date specified, the offer of admission will stand automatically withdrawn and the student will have no claim whatsoever on the seat. However the Vice Chancellor may exercise his discretion regarding mode of fee payment in special cases.

2.13. GRIEVANCE REDRESSAL

Grievance/complaints, if any, against any action/decision of the UAC/SAC can be made in writing to the Vice Chancellor of the University within the time specified in Admission Regulation and his decision will be final and binding to all.

2.14. REFUND / CANCELLATION

2.14.1 All requests for cancellation/withdrawal of admission must be made in writing well in time before the last date of admission along with the original fee receipt quoting the programme in which admission was granted to the Registrar. Requests made verbally or by fax/email or without the original fee receipt shall not be entertained.

2.14.2 In case, a student withdraws his / her admission before the last date of withdrawal, the fee deposited by him / her shall be refunded after deducting the processing fee.

2.14.3 The refund shall be made in the name of the student by crossed account payee cheque only and shall be given in person or shall be mailed by registered post to the student within one month from the last date of admission or earlier.

2.14.4 As per the Hon'ble Supreme Court and / or the competent authority, no admissions can be made by the University to fill a vacancy that may arise after the last date of admission. Therefore, in case of withdrawal after the last date of admission, it will be classified a mid course withdrawal, as the seat so vacated will continue to remain unfilled for the balance years of the degree and as such no fee will be refunded other than prescribed in rules.

2.15 LIMITED LIABILITY

All admissions made by the SAC are provisional and subject to confirmation by the Vice-Chancellor of the University. If the admission of any candidate(s) is not confirmed by the Vice-Chancellor of the University, for any reason whatsoever, the liability of the University will be limited only to the refund of full fees paid by the candidate(s) and that there shall be no further consequent liability on the University and / or any of its employee(s).

2.16 AMENDMENTS

The Ordinance and the Admission Policy & Selection Procedure, as above, may be reviewed and amended from time to time subject to the approval of the Academic Council.

ANNEXURE -1**MINIMUM ELIGIBILITY CRITERIA FOR VARIOUS PROGRAMMES****1. SCHOOL OF
ENGINEERING &
TECHNOLOGY****(i) B.Tech- (4
Year Regular
Programmes)**

(i) Should be passed 10+2 examination with at least 45% (40% in case of SC/ST) marks in the aggregate from recognized Board/University with Physics and Mathematics as compulsory subjects along with one of the following subjects:

- (a) Chemistry
- (b) Bio-Technology
- (c) Computer Science
- (d) Biology
- (e) Technical Vocational Subject

(ii) A candidate may be admitted directly to the 3rd Semester of these courses if the candidate has passed Diploma of 3 years in any branch of Engineering / Technology, awarded by the Institution / University / State Board of Technical Education with at least 45% (40% in case of SC/ST) marks in the aggregate

(iii) A candidate may also be admitted directly to the 3rd Semester of these courses if the candidate has passed B.Sc. Degree of minimum (3yr Regular Degree Programme) three year duration from a recognized University with mathematics as a subject with at least 45% (40% in case of SC/ST) marks in the aggregate

**(ii) Integrated
B.TECH
(6 year
integrated
regular degree
programme with
exit option after
3 years with
Diploma in
engineering)**

A candidate should have passed (Matriculation/ 10th) examination from CBSE or Board of School Education, Haryana, or equivalent examination from a recognized Board/ University with at least 45% (40% in case of SC/ST) marks in the aggregate

**(iii) Diploma in
Engineering-
(3 years regular
programme)**

A candidate should have passed (Matriculation/ 10th) examination from CBSE or Board of School Education, Haryana, or equivalent examination from a recognized Board/ University with at least 45% (40% in case of SC/ST) marks in the aggregate

- (iv) **Integrated M.Tech**
5 years
(B.Tech+
M.Tech)
regular
degree
programme
- As mentioned against column(i) for B.Tech-4 years regular programme
- (vi)
(B.Tech+MBA)
(5 Years
Regular Dual
Degree
Programme)
- As mentioned against column(i) for B.Tech-4 years regular programme
- vii (a) M.TECH. (CSE)**
(2yr Regular
Degree
Programme)
- i. B.E./B.Tech. or equivalent degree in Computer Science & Engineering/Computer Engineering/ Information Technology/Electronics & Communication Engineering/Electronics Engineering/ Electrical & Electronics Engineering/Electronics & Instrumentation Engineering /Electrical Engineering or Master of Computer Applications (MCA) or M.Sc. (Computer Science/IT/Software) or M.Sc. (Maths.) or M.Sc. (Physics) with at least 50% (45% in case of SC/ST) marks in aggregate alongwith valid GATE score in Computer Science & Engineering/IT.
- ii. If GATE qualified candidates are not available, the remaining seats will be filled up by the candidates having qualifications as prescribed above without GATE score on the basis of merit of marks obtained in the Entrance Test.
- iii. The GATE qualified candidates will not be required to appear in the Entrance Test.
- Vii (b) M.TECH. (ECE)**
(2yr Regular
Degree
Programme)
- B.E./B.Tech. or equivalent degree in Electronics & Communication Engineering/Electronics & Telecom Engineering/ Electronics Engineering / Electrical & Electronics Engineering/Applied Electronics & Instrumentation Engineering/Electronics Instrumentation & Control Engineering/Electrical Engineering/Instrumentation & Control Engineering/Instrumentation Engineering/Control Engineering / Biomedical Engineering/Mechatronics / M.Sc. (Electronics)/ M.Sc (Physics with specialization in Electronics) with 50% (45% in case of SC/ST) / marks in aggregate alongwith valid GATE score.
- If valid GATE score qualified candidates are not available, then remaining vacant seats will be open to the other than GATE qualified candidates and shall be filled on the basis of merit of aggregative marks of qualified degree as mentioned above with same order of preference.
- vii(c) M.TECH. (ME)**
(2yr Regular
Degree
Programme)
- B.E./B.Tech. or equivalent degree in Mechanical Engineering/Production Engineering/Thermal Power Engineering/ Automobile Engineering. /Robotics Engineering/CAD/Mechatronics /Aeronautical Engineering /Industrial Engineering with 50% (45% in case of SC/ST) marks in aggregate along with valid GATE score.

If valid GATE score qualified candidates are not available, then remaining vacant seats will be open to the other than GATE qualified candidates and shall be filled on the basis of merit of aggregative marks of qualified degree as mentioned above with same order of preference

**Vii(d) M.TECH
(CE)** (2yr
Regular Degree
Programme)

BE/B.Tech or AMIE or equivalent of Civil Engineering or Architecture.

If valid GATE score qualified candidates are not available, then remaining vacant seats will be open to the other than GATE qualified candidates and shall be filled on the basis of merit of aggregative marks of qualified degree as mentioned above with same order of preference

**viii(a) M.TECH.
(CSE)**
(3 Yr Part
Time Degree
Programme)

B.E./B.Tech. or equivalent degree in Computer Science & Engineering/Computer Engineering/ Information Technology/Electronics & Communication Engineering/Electronics Engineering/ Electrical & Electronics Engineering/Electronics & Instrumentation Engineering/ Electrical Engineering or Master of Computer Applications (MCA) or M.Sc. (Computer Science/IT/ Software) or M.Sc. (Maths.) or M.Sc. (Physics) with at least 50% (45% in case of SC/ST) marks in aggregate along with valid GATE score in Computer Science & Engineering/IT.

If GATE qualified candidates are not available, the remaining seats will be filled up by the candidates having qualifications as prescribed above on the basis of merit of marks obtained in the Entrance Test.

**viii(b) M.TECH.
(ECE)**
(3 Yr Part
Time Degree
Programme)

B.E./B.Tech. or equivalent degree in Electronics & Communication Engineering/Electronics & Telecom Engineering/ Electronics Engineering / Electrical & Electronics Engineering/Applied Electronics & Instrumentation Engineering/Electronics Instrumentation & Control Engineering/Electrical Engineering /Instrumentation & Control Engineering/Instrumentation Engineering/ Control Engineering / Biomedical Engineering/ Mechatronics / M.Sc. (Electronics)/ M.Sc (Physics with specialization in Electronics) with 50% (45% in case of SC/ST) / marks in aggregate alongwith valid GATE score.

If valid GATE qualified candidates are not available, then remaining vacant seats shall be filled on the basis of merit of qualifying examination as mentioned above with same order of preference.

**viii(c) M.TECH.
(ME)**
(3 Yr Part Time
Degree
Programme)

B.E./B.Tech. or equivalent degree in Mechanical Engineering/ Production Engineering/Thermal Power Engineering/Automobile Engineering./Robotics Engineering/CAD/Mechatronics /Aeronautical Engineering/ Industrial Engineering with 50% (45% in case of SC/ST) marks in aggregate along with valid GATE score.

If valid GATE qualified candidates are not available, then remaining vacant seats shall be filled on the basis of merit of qualifying examination as mentioned above with same order of preference.

2. SCHOOL OF MANAGEMENT STUDIES

MINIMUM ELIGIBILITY CRITERIA FOR MBA / BBA PROGRAMME

**(i) BACHELOR
OF BUSINESS
ADMINISTRATI
ON (BBA)
(3 Yr Regular
Degree
Programme)**

A candidate should have passed Senior Secondary Examination (10+2) from C.B.S.E. / Haryana School Education Board or an equivalent examination recognized by the Board/University with an at least overall aggregate of 45% (40% in case of SC/ST) marks

**(ii) BBA+MBA
(4.5 years
Regular
Integrated
Degree
Programme)**

A candidate should have passed Senior Secondary Examination (10+2) from C.B.S.E. / Haryana School Education Board or an equivalent examination recognized by the Board/University with an at least overall aggregate of 45% (40% in case of SC/ST) marks.

**(iii) MASTER OF
BUSINESS
ADMINISTRATI
ON (MBA)
(2 Yr Regular
Degree
Program)**

Should have passed Bachelor's Degree or equivalent with at least 50% (45% in case of SC/ST) marks in aggregate or equivalent CGPA. The Bachelor's Degree or equivalent qualification obtained by the candidate must entail a minimum of three years of education after completing higher secondary schooling (10+2) or equivalent from any recognized University.

3. SCHOOL OF COMPUTER & INFORMATION SCIENCES

MINIMUM ELIGIBILITY CRITERIA

**(i) BACHELOR
OF COMPUTER
APPLICATONS
(3 Yr Regular
Degree
Program)**

A candidate should have passed Senior Secondary Examination (10+2) from C.B.S.E. / Haryana School Education Board or an equivalent examination recognized by the Board/University with an at least overall aggregate of 45% (40% in case of SC/ST) marks.

**(ii) BCA+MCA
(5 Years
Regular
Integrated
Degree
Programme)**

A candidate should have passed Senior Secondary Examination (10+2) from C.B.S.E. / Haryana School Education Board or an equivalent examination recognized by the Board/University with an at least overall aggregate of 45% (40% in case of SC/ST) marks.

**(iii) MASTER
OF COMPUTER
APPLICATIONS
(3 Yr Regular
Degree
Program)**

A candidate should have passed Bachelor's Degree of minimum three years duration in any discipline with mathematics as a course at 10+2 level or at Graduate level from a recognized University or equivalent with at least 50% (45% in case of SC/ST) marks in the aggregate

A candidate may be admitted directly to the 3rd Semester (Lateral Entry) of these courses if the candidate has passed BCA/B.Sc (Computer Science) /B.Sc (IT) with mathematics as a course at 10+2 level or at Graduate level from a recognized University or equivalent with at least 50% (45% in case of SC/ST) marks in the aggregate

4. SCHOOL OF COMMERCE

MINIMUM ELIGIBILITY CRITERIA

(i) BACHELOR OF COMMERCE (3 Yr Regular Degree Program)

A candidate should have passed Senior Secondary Examination (10+2) in Science group or Commerce group from C.B.S.E. / Haryana School Education Board or an equivalent examination recognized by the Board/University with an at least overall aggregate of 45% (40% in case of SC/ST) marks.

(iii) MASTER OF COMMERCE (2 Yr Regular Degree Program)

A candidate should have passed Bachelor's Degree of minimum three years duration in B.Com or BBA or B.A. with Economics with an at least overall aggregate of 50% (45% in case of SC/ST) marks

5. SCHOOL OF BASIC SCIENCES

MINIMUM ELIGIBILITY CRITERIA FOR B.Sc/ M.Sc PROGRAMME

(i) BACHELOR OF SCIENCE (3 Yr Regular Degree Program)

A candidate should have passed Senior Secondary Examination (10+2) in Science group from C.B.S.E. / Haryana School Education Board or an equivalent examination recognized by the Board/University with an at least overall aggregate of 45% (40% in case of SC/ST) marks.

(iii) MASTER OF SCIENCE (PHYSICS/CHEMISTRY/ MATHEMATICS (2 Yr Regular Degree Program)

A candidate should have passed B.Sc. of minimum three years duration with an at least overall aggregate of 50% (45% in case of SC/ST) marks

6. SCHOOL OF EDUCATION

MINIMUM ELIGIBILITY CRITERIA

(i) BACHELOR OF EDUCATION (B.Ed) (1 Yr Regular Degree Program)

The candidate should be Graduate in any discipline or an equivalent examination recognized by the University with at least overall aggregate of 45% (40% in case of SC/ST) marks.

**(ii) MASTER OF
EDUCATION
(M.Ed)
(1 Yr Regular
Degree
Program)**

The candidate should have passed Bachelor of Education (B.Ed) from any University recognized by this University with at least overall aggregate of 50%(45% in case of SC/ST) marks

Eligibility criteria and other admission rules/regulations may amend from year to year and will be specified in the Admission Regulations after due approval from the Academic Council of the University.

CHAPTER 3

**3.1 DETAILS OF
COURSES OF
STUDY UNDER
VARIOUS
SCHOOLS**

The MVN University will offer the following courses of studies/programme for the different Degrees, Diplomas and Certificates under various Schools:

**3.1.1 SCHOOL
OF
ENGINEERING
&
TECHNOLOGY**

A. Bachelor of Technology (4 years regular Degree Programme)

- (a) Civil Engineering (CE)
- (b) Electronics & Communication Engineering (ECE)
- (c) Computer Science & Engineering (CSE)
- (d) Mechanical Engineering (ME)

B. Bachelor of Technology (under lateral entry scheme)

- (a) Civil Engineering (CE)
- (b) Electronics & Communication Engineering (ECE)
- (c) Computer Science & Engineering (CSE)
- (d) Mechanical Engineering (ME)

C. Integrated B.Tech (6 year regular degree course with exit option after 3 years with a Diploma in Engineering)

- (a) Civil Engineering (CE)
- (b) Electronics & Communication Engineering (ECE)
- (c) Computer Science & Engineering (CSE)
- (d) Mechanical Engineering (ME)

D. Integrated M.Tech (B.Tech+M.Tech)- 5 years regular degree programme

- (a) Civil Engineering (CE)
- (b) Electronics & Communication Engineering (ECE)
- (c) Computer Science & Engineering (CSE)
- (d) Mechanical Engineering (ME)

E. (B.Tech +MBA) Dual degree: -5 years regular degree programme

- (a) Civil Engineering (CE)
- (b) Electronics & Communication Engineering (ECE)
- (c) Computer Science & Engineering (CSE)
- (d) Mechanical Engineering (ME)

F. Diploma in Engineering - 3 year regular diploma programme

- (a) Civil Engineering (CE)

- (b) Electronics & Communication Engineering (ECE)
- (c) Computer Science & Engineering (CSE)
- (d) Mechanical Engineering (ME)

G. Master of Technology (M.TECH) - 2 years regular degree programme

- (a) Electronics & Communication Engineering (ECE)
- (b) Computer Science & Engineering (CSE)
- (c) Mechanical Engineering (ME)
- (d) Civil Engineering (CE)

H. Master of Technology (M.TECH):- (3 years Part Time Degree Programme)

- (a) Electronics & Communication Engineering (ECE)
- (b) Computer Science & Engineering (CSE)
- (c) Mechanical Engineering (ME)
- (d) Civil Engineering (CE)

I. Doctor of Philosophy (Ph.D) in respective field of Engineering

3.1.2 SCHOOL OF MANAGEMENT STUDIES:

- A. Bachelor of Business Administration (BBA)-3 Year Regular Degree Programme.
- B. Master of Business Administration (MBA)- 2 Year Regular Degree Programme.
- C. BBA+MBA (Integrated Degree)- 4.5 Years Regular Degree Programme.
- D. Doctor of Philosophy (Ph. D.)

3.1.3 SCHOOL OF COMPUTER & INFORMATION SCIENCES:

- A. Bachelor of Computer Applications (BCA)-3Year Regular Degree Programme
- B. Master of Computer Applications (MCA) -3 Year Regular Degree Programme
- C. Master of Computer Applications (MCA) - under lateral entry scheme -2 Year Regular Degree Programme
- D. BCA+MCA (Integrated degree)- 5 Years Regular Programme
- E. Doctor of Philosophy (Ph. D.)

3.1.4 SCHOOL OF COMMERCE

- A. Bachelor of Commerce (B.Com)- 3 Year Regular Degree Programme
- B. Master of Commerce (M.Com) - 2 Year Regular Degree Programme

3.1.5 SCHOOL OF BASIC SCIENCES

- A. Bachelor of Science (B.Sc) - 3 Year Regular Degree Programme
- B. Master of Science (M.Sc in Physics/ Chemistry/ Mathematics) - 2 Year Regular Degree Programme

**3.1.6 SCHOOL OF EDUCATION
3.2 SCHEME OF STUDIES:**

- A. Bachelor of Education (B.Ed) -1 Year Regular Degree Programme
- B. Master of Education (M.Ed) - 1 Year Regular Degree Programme

**3.2 SCHEME
OF STUDIES**

The detailed Scheme of Studies is given in the Academic regulations and may be modified by the Academic Council from time to time.

**3.3 SYLLABI
REVISION AND
APPROVAL OF
COURSES.**

3.3.1 The University Curriculum revision is required to be prepared by the BOS of concerned department and approved by Academic Council.

3.3.2 Syllabi of every course will be reviewed after every two years.

3.3.3 The subjects and courses where units / topics relate to governmental provisions, regulations or laws, the latest version will be applicable in each case.

3.3.4 All revisions in the syllabi shall be completed before the end of the even Semester for implementation in the next academic year. Further all examinations concerning the paper will be from the current syllabi. However New / Additional areas and courses of elective optional can be introduced in any programme even during its currency.

**3.4 FACULTY
COUNSELOR**

University has appointed one faculty counselor over every 30 students. Faculty counselor interacts with the students and pays special attention towards weak students. The faculty counselor will identify the difficulty faced by the students in topics, etc. and report to the HoD's for remedial action. The counselor shall maintain the record of class performance, attendance and progress of these students. The HoD's shall convene a meeting of all the counselors of the department and seek the feedback

**3.5 REMEDIAL
CLASSES**

The University may organize additional remedial classes on Saturdays/Holidays in subjects found difficult by academically weak students and having major backlogs. These remedial classes will be in addition to the regular classes and open to all academically weak students.

CHAPTER 4

AWARD OF

DEGREES,

DIPLOMAS,

CERTIFICATES

AND OTHER

ACADEMIC

DISTINCTIONS

The procedure for award of degrees, diplomas, certificates and other academic distinctions by the University shall be as follows:

4.1 The students who have been enrolled in various certificate, diploma or degree programmes at the University, on successful completion and passing of prescribed examinations for that particular programme, shall become entitled for the award of the corresponding certificate, diploma or degree for that programme, as the case may be.

4.2 A student would have been deemed to have successfully completed and passed the prescribed examinations provided he/she has.

a) Completed the minimum credit requirements prescribed for that programme as provided in the regulation on 'Course Credit Regulations and Grading Systems' for that programme and as approved by the Academic Council from time to time.

b) Has secured the minimum CGPA for passing as provided in the Credit Regulations for that programme.

c) Has successfully completed and passed all the noncredit courses as specified in the prescribed Scheme of Studies.

d) Has completed all the requirements within the stipulated time prescribed for that programme.

e) No fee/ or any other arrears are pending on him/her and no disciplinary action involving moral turpitude is pending.

4.3. The names of the successful students along with their final result shall be placed before the Academic Council for the award of degrees, diplomas and certificates, as the case may be, of these students. On the approval by the Academic Council, provisional certificates, diplomas or degrees shall be issued to the respective students by the Controller of Examination.

4.4. The certificates, diplomas and degrees shall be signed by the Controller of Examinations, Registrar and Vice Chancellor and bear the seal of University.

4.5 The approval accorded by the Academic Council for the award of the Certificates, Diplomas, Degrees or any other distinctions /awards shall be placed before the Governing Body for its ratification. After ratification by the Governing Body, the degrees, diplomas and certificates shall be awarded to the passing out students at the University Convocation as decided by the University from time to time. However, a student may be awarded his/her certificate/diploma/degree in absentia due to valid reasons explained by the student in his/her application for the purpose accompanied by a fee as prescribed by the University from time to time.

4.6 CONVOCATION:

A convocation for the purpose of conferring degrees and other distinctions of the University shall be held annually on such date as the Chancellor may fix. The details of holding the annual convocation will be as per Convocation regulation.

CHAPTER 5

FEE	5.1 As provided in the Act and for encouraging academic excellence as well as helping the economically weaker students, the University shall have various schemes for fee concession and Merit & Merit Cum Means Scholarships as specified in the regulation on Fee Concession, Fellowships, Medals and Prizes.
CONCESSION,	
FELLOWSHIPS,	
MEDALS AND	5.2. The fee concessions/fellowships/medals/prizes shall be awarded on the recommendation of the Fee concession/Fellowship Committee consisting of and as approved by Academic Council -
PRIZES	
	i. Vice Chancellor --- Chairperson
	ii. One member of Sponsoring Body --- Member
	iii. Dean of Academics --- Member
	iv. Dean of Students Welfare --- Member
	v. One member of each School --- Member
	(Not less than the rank of Prof.)
	vi. The Registrar --- Member Secretary

CHAPTER 6**6.1. EXAMINATIONS**

CONDUCT	This Ordinance shall be applicable for all examinations conducted at MVN University as prescribed in the section 37 of the Act and shall take effect from date of approval of the First Ordinance. They shall be read in conjunction with this ordinance under chapter "Course Credit Regulation and Grading System".
OF	
EXAMINATIONS	

6.1.1 At the beginning of each Academic Session the University shall prepare and publish semester wise /annual, as the case may be, Schedule of examinations for each and every course conducted by it.

6.1.2 The Medium of Examinations shall be English except the language courses which are mentioned in Scheme of Study

CHAPTER 7

FEE	7.1 The University shall, from time to time prepare its fee structure and shall send it for information to the Government of Haryana at least 30 days before the commencement of the academic session.
STRUCTURE	
	7.2 No other fee/fund (except Hostel fee) by whatsoever name called shall be payable by a student, other than prescribed in the year of his/her admission.

7.3 While fixing the fee structure, the University will take due care to ensure that it retains its unaided self financed status by recovering its actual revenue and capital costs including the interest payable on loans and the fee exemptions and/or concessions granted as per the Act.

7.4 The University may prescribe a different fee structure for each course, for Resident Indian Students and for children/wards of NRI /PIO/ Foreign Students.

7.5 Mode of Payment

7.5.1 Fees shall be paid by Cash or Demand Draft/ Cheque (subject to realization)/ Bank Transfer/ Internet Banking or any other method approved by the Board of Management, made in favour of 'MVN UNIVERSITY', payable at Delhi or Faridabad or at any other place in India as notified by University.

7.5.2 Fee paid by a student is not refundable under any circumstances in part or whole after commencement of the academic session.

7.5.3 Student must obtain a receipt for every payment made to the University. Fees shall only be paid at the Accounts Office of the University, or by using the method prescribed by the University for Bank Transfer/ Internet Banking or any other method approved by the Board of Management.

7.5.4 Fees cannot be paid in part or in installments, unless specified by the University.

7.5.5 Delayed payments will attract late fee charges and/or interest charges as may be prescribed.

7.5.6 Cheques returned unpaid for any reason shall attract an administrative fee, and collection fee as may be prescribed. It may also attract legal recourse.

7.6 Fee Payable

7.6.1 The fee shall be payable under the following heads which are subject to change from time to time as per prevailing rules and regulations as applicable at that time for different courses.

- a. Admission Fee
- b. Tuition Fee
- c. Internal Examination Charges
- d. Socio-cultural Fee/Seminar
- e. Sports/Gymnasium Charges
- f. Registration Fee/Processing
- g. Continuation Fee/ Charges
- h. Library Charges
- i. Refundable Security
- j. Hostel Charges

- k. Thesis Charges
- l. Examination Fee
- m. Development Fund
- n. Other Charges

7.6.2 Security amount shall be refunded in full, without interest, on production of security deposit receipt and 'No Dues Certificate' from concerned departments/offices, when such a refund becomes due. However, costs for any damage or loss caused by the student, or any outstanding dues or fines that remain unpaid, are liable to be deducted from the refundable security deposit before refund.

7.7 Fee Structure Notifications and Revisions

7.7.1 Fee Structure shall be notified as part of the Admission Notice/Admission Brochure for a particular year before start of admission.

7.7.2 The Fee Committee of the University shall prepare the fee structure and review the same periodically in light of the Section 8 of The Haryana Private Universities Act 16 of 2012, as amended, which mandates that the University shall be self-financed and shall not be entitled to receive any grant or financial assistance from the Government or any Board or Corporation owned or controlled by the Government. The recommendation of the fee committee will be considered by the Finance Committee and submitted to the Board of Management for approval. Fee structure so approved shall be notified.

CHAPTER 8

HOSTEL RULES & REGULATIONS

8.1 The Registrar shall manage the affairs of the hostels assisted by a team of Wardens and other staff.

8.2 Maintenance of hostels, mess facilities and discipline shall be managed by the wardens with the help of other staff.

8.3 The rules and regulations designed for management of Hostel affairs has been specified in regulation on "Hostels Rules & Regulations".

CHAPTER 9

STUDENTS DISCIPLINE

9.1 Any violation of the code of conduct or breach of any rule or regulation of the University by a student shall constitute an act of indiscipline and shall make him/her liable for disciplinary action which will be taken by the duly constituted disciplinary committee.

9.2 ACTS OF INDISCIPLINE – The following shall constitute acts of indiscipline and the students indulging in any of them shall be liable to disciplinary action against them:

- (i) Disobeying the teachers and displaying misdemeanor within and outside the University premises.
- (ii) Indulging in vandalism/violence and damaging University and / or public property or property of any other person.
- (iii) Demonstrations, inciting protests, distributing hand bills etc.
- (iv) Quarrelling, fighting and passing derogatory remarks in the University premises against its fellow students / teachers / employees / canteen and mess workers etc.
- (v) Indulging in ragging directly or indirectly, which is strictly prohibited as per Supreme Court Ruling.
- (vi) Possession and use of firearms, weapons and potentially dangerous instruments, etc.
- (vii) Consumption, carrying and sale of drugs / alcohol / intoxicants / tobacco etc.
- (viii) Any type of harassment whether physical, verbal, mental, sexual or electronic.
- (ix) Any other act which the disciplinary committee may determine to be undesirable.

9.3 PROCEDURE FOR PUNISHMENT

When a student is found indulging in any breach of discipline, misconduct, unruly behavior, provocation, instigation, Ragging in any form, harassment (mental and physical) , to fellow student, faculty and staff then the matter shall be reported to the Discipline for appropriate action .

9.3.1 THE VARIOUS STEPS FOR DISCIPLINARY ACTION SHALL BE AS UNDER

- (i) **COMPLAINT RECEIVED:** All disciplinary cases requiring redressal need to be initiated or reported by any complainant (Faculty/Staff/Students) to the Chairman Disciplinary Committee (CDC) in writing. Depending on the gravity of the offence, if the CDC is convinced that prime facie evidence exists against the defaulter, the CDC can suspend the student pending investigation.
- (ii) **INVESTIGATION:** After having the matter investigated a warning will be issued to the defaulter and the written apology shall be filed in the student record held with the Warden/Administration Department. The CDC may close a case with a written apology by the defaulter and his/her parents.
If any investigation is required, the CDC may ask one or more members of the Disciplinary Committee for any further inquiry into the matter. The CDC will issue a Show Cause Notice, based on the facts of the case within 24 hours of the complaint/inquiry.
- (iii) **SHOW CAUSE NOTICE:** The Show Cause Notice will be issued to the defaulter, giving brief details of the incident. The reply by the defaulter will be submitted to the CDC by hand within 24 hours. If the CDC is not satisfied with the reply, he will issue a letter to the defaulter, to appear before the Disciplinary Committee, (if necessary, along with his/her parents) on a specified date/time. A copy of this letter will be sent to all the members of Disciplinary Committee for their attending the meeting.

(iv) DISCIPLINARY COMMITTEE MEETING:

- (a) Presence of a minimum of three members is mandatory for Disciplinary Committee meeting to be held.
- (b) Disciplinary Committee will generally meet on the date/time specified by the Chairman as and when required. The Committee shall decide the punishment within two days and issue the punishment letter when found guilty. The award of punishment will also be put up on the discipline notice board.
- (c) Copies of punishment award shall also be sent to the Vice-Chancellor, Dean (Academics), Department concerned, Registrar, Deputy Registrar, and Training and Placement Officer as required.

9.3.2 PUNISHMENTS: One or more of the following punishments can be awarded by the CDC:

- (i) Written warning, recorded in dossier of student.
- (ii) Deduction from General Proficiency marks.
- (iii) Withdrawal of any academic or other University Activity, privilege, benefit, right or facility.
- (iv) Payment of compensation to make good any damage or defacement to University or any other property or assets caused by the student.
- (v) Suspension for minimum 7 days or as decided by CDC.
- (vi) Reflect the Act of indiscipline in the Character Certificate.
- (vii) Debar from all or certain number of Campus Placements.
- (viii) Debar from one Sessional Examination.
- (ix) Rustication for one semester or more.
- (x) Expulsion

9.3.3 In case a student remains suspended for conduct of an inquiry, such a period shall be reckoned in the calculation of his/her attendance provided he/she is found innocent.

9.3.4 In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed and an FIR obtained. Such cases will be fully dealt by Police and the individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will invariably include ragging of any kind.

9.3.5 Zero Tolerance Policy

Ragging, its abetment, eve-teasing and / or any kind of mental or physical harassment, either directly or indirectly, of any student(s) by whatsoever name called which may hurt the sensibilities or self esteem of a student(s), inside or outside the University and/or its hostel(s) / mess, cafeteria is strictly prohibited by law and as held by the Hon'ble Supreme Court of India vide its order dated 08/05/2009 in the case titled " University of Kerala Vs Council, Principal's College Kerala & others" bearing CA No. 887/2009. Disciplinary Action will be taken in such cases as per the decision taken by Anti Ragging committee for this purpose.

9.3.6 Association, Active or passive, with any unlawful organization including holding and/or participating in demonstrations, inciting violence, displaying notices or circulating handbills in the University and/or its hostel (s)/mess is strictly prohibited. Disciplinary action will be taken in such cases as per the decision taken by Disciplinary committee for this purpose.

9.3.7 Smoking, consumption of alcohol, drugs or any other intoxicant by whatsoever name called within the University premises and/or its hostel (s)/mess is strictly prohibited by law. Disciplinary Action will be taken in such cases.

9.3.8 Any student carrying a fire arm or any dangerous weapon in and around the University premises and/or its hostels. Disciplinary action will be taken in such cases.

CHAPTER 10

COURSE	10.1 The grade awarded to the student in a course should reflect student's proficiency in the course. It will be based on the performance of the students in Minor Tests, Assignment, Viva-Voce, Lab-work, Seminar, Workshop, Presentation and Group Discussions etc. whichever is applicable as per scheme, In addition to the Mid Term, End Term Examination and Practical Examination, if applicable, at the end of Semester/Term. The letter grading scheme, Semester Grade Point Average (SGPA)/Cumulative Grade Point Average (CGPA) based evaluation, course credit and grading scheme may be prescribed by the Academic Council with the approval of the Board of Management.
CREDIT	
REGULATIONS	
AND GRADING	
SYSTEM	
	10.2 The evaluation scheme in respect of the courses where the Course Credit and Letter Grading System is made applicable shall be prescribed in the relevant Regulation on 'Course Credit Regulations and Grading Systems'

CHAPTER 11

DOCTOR OF	The award of the Ph.D degree is recognition of high achievements, independent research and application of scientific knowledge to the solution of technical and scientific problems. Creative and productive inquiry is the basic concept underlying the research work. The rules and regulation framed shall comply with the guidelines of the regulating bodies in accordance with UGC (Minimum Standards & Procedures for Award of Ph.D Degree), Regulation 2009.
PHILOSOPHY	
(Ph.D)	
PROGRAMME	

11.1 SHORT TITLE, APPLICATION AND COMMENCEMENT:

11.1.1 These regulations shall be called the "Doctor of Philosophy (Ph.D) regulations, 2012".

11.1.2 These regulations shall come into effect immediately after approval of the Governing Body of the University.

11.1.3 The University shall grant Doctor of Philosophy (Ph.D) Degrees in the disciplines of Computer Science & Engineering, Electronics & Communication Engineering, Mechanical Engineering, Civil Engineering, Management Studies, Applied Sciences and Humanities (Physics, Mathematics, Chemistry, English) & Computer Applications.

11.1.4 The provisions of these regulations shall be applicable to any other/new department /disciplines that may be introduced from time to time and appended to the above list.

11.2 ELIGIBILITY FOR ADMISSION

11.2.1 A candidate seeking admission in the Ph.D programme must have secured at least 60% marks or CGPA of 6.75 or above on a 10 point scale or equivalent at Postgraduate level.

11.2.2 The minimum qualifications for admission for in-service candidates will be the same as that for regular candidates. However in-service candidates shall have to produce a No-Objection Certificate (NOC) from his/her employer.

11.3 DURATION OF THE Ph.D PROGRAMME

11.3.1 Every full time candidate shall submit his/her thesis within a period of four years, but not before three years from the date of his/her registration or two years from the date of approval of the synopsis by the concerned Doctoral Research Committee (DRC), whichever is earlier. If a candidate fails to submit his/her thesis within a period of four years and does not apply for the extension before the expiry of his/her period, his/her registration will stand automatically cancelled without any further notice by the University.

However for In-service candidates the minimum duration will be four years and the maximum duration will be five years.

11.3.2 The period of four years for full time and five years for In-service candidates for the submission of Ph.D. thesis may be extended in exceptional cases, by a maximum of three year, on yearly extension basis by the Vice-Chancellor on the recommendations of the Research Board, DRC and Supervisor (s).

11.4 The following committee shall be constituted for the Ph.D programme

- 1) Research Board
- 2) Doctoral Research Committee

11.4.1 Constitution of Research Board:

There shall be a single Research Board which will meet at least once in a year for the entire University constituted by Vice-Chancellor or his/her nominee as Chairman and all Deans as members, one member of Board of Management, two external experts and Registrar as member secretary. The quorum for each meeting shall be half the number of members excluding chairman.

The functions of research board will be as follows

- 1) To make suitable recommendations to the Academic Council on matters relating to Ph.D programme.
- 2) To ensure that all norms and Regulations pertaining to Ph.D programme are strictly followed.
- 3) To make periodic review of regulations, rules and instructions pertaining to Ph.D programme and to recommend to the Academic Council any modification thereof.
- 4) To consider the cases of malpractice in examinations plagiarism and to recommend to the Vice-Chancellor the punishment for such cases.

11.4.2 Constitution of Doctoral Research Committee (DRC).

- 1) There shall be a Doctoral Research Committee (DRC) which is a working committee of Research Board for each discipline to select the candidates and monitor the conduct of all the courses of the department for the Ph.D programme.
- 2) The DRC of each discipline will be constituted by the Dean (Academic) and approved by the Vice Chancellor.
- 3) The DRC shall meet at least once every six months and review the progress of each candidate in course work as well as research. DRC, if necessary, may suggest measures to enhance the performance of students.
- 4) The Dean (Academic) shall communicate the unsatisfactory report, if any, to the student and advise him/her about the remedial measures to be taken as recommended by the DRC.

11.5. INTAKE

The DRC shall declare the number of seats depending upon availability of the supervisors in the concerned discipline.

11.6. PROCEDURE FOR ADMISSION

- i. The candidate desiring to seek admission to Ph.D programme at MVNU shall apply for the same on a prescribed application form by a due date announced by MVNU.
- ii. The applications will be scrutinized by the DRC concerned. The DRC will call an adequate number of eligible candidates for a written entrance test "MPET" ("MVNU Ph.D. Entrance Test"). The candidates will be required to qualify the MPET with at least 40% marks.
- iii. The candidates, who have valid score in national tests like UGC-CSIR (JRF) examination / NET/SLET / GATE/ teacher fellowship holder or have passed the M.Phil degree, will be exempted to appear in MPET.
- iv. The selection will be done on the following criteria
 - a) For candidates who have valid score in the national tests, will have the following weight-age of various components for admission:
National level test score / M. Phil. score - 40%,
Qualifying marks (PG) degree- 30%, and
Interview - 30%.
 - b) For candidates who do not have valid score in national tests like GATE, will have to appear in Entrance Test named "MPET" and will have the following weightage of various components for admission:
MPET marks - 40%,
Qualifying (PG) degree marks - 30%, and
Interview - 30%.
- v. The test will be conducted by the Controller of Examination (COE) / concerned HOD at MVN University Campus.
- vi. The Reservation Policy of National/State level as per Haryana Private Universities Act No 16 of 2012 will be followed while granting admission to Ph.D. programmes.
- vii. The Final merit list of candidates will be prepared by the DRC and submitted to the Vice Chancellor for approval. All admissions will be done on merit basis from this list.

11.7 REGISTRATION

A candidate shall be registered for Ph.D programme only after completing the requisite course work, review of synopsis of the research topic.

11.8. ELIGIBILITY CRITERIA FOR SUPERVISOR

11.8.1 All full time faculty members of MVNU holding Ph.D. degree are eligible to supervise a research scholar. The supervisor has to be approved by the DRC of the concerned discipline.

11.8.2 Persons of eminence holding rank of Professor or equivalent having vast experience in industries, research organizations without Ph.D degrees may also be considered as Research supervisor on recommendation of the DRC and approval of the Vice-Chancellor

11.8.3 In special circumstances a person from other academic institute, research laboratory, or industry holding a Ph.D. degree can also be recognized by DRC to co- supervise. The maximum number of Research Scholars to be registered under a supervisor shall be as follows:

Professor	:	8
Associate Professor	:	6
Assistant Professor	:	4

11.9 ALLOCATION OF SUPERVISOR

(i) The allocation of supervisor for a research scholar shall be decided by the DRC depending upon the area of research and the availability of supervisor in that area.

(ii) The area of research to be pursued by the research scholar shall be approved by the DRC at the time of the allocation of supervisor(s).

If extraordinary circumstances so warrant, any change in supervisor or allocation of a second supervisor may be approved by the Vice-Chancellor on the recommendation of the DRC from other disciplines /organizations.

11.10 COURSE WORK

(i) Each research scholar will be required to earn eight credits in courses of graduate level as recommended by supervisors and approved by DRC including compulsory course of four credit on research methodology in courses of Post graduate level as recommended by the supervisor and approved by DRC to the tune of 8 credits besides a compulsory course on four credits Research Methodology .The course work will be in the domain of research topic.

(ii) The candidates already having M.Phil degree from recognized University may be exempted from the course work on the recommendation of the DRC. However they have to qualify in the course of Research Methodology if not already qualified.

(iii) The course work will be done in the first two semesters after admission to the Ph.D programme. This requirement is mandatory for registration in Ph.D programme.

(iv) A minimum of 75% attendance is required during each term in course work. If the attendance criteria is not fulfilled then the candidate shall not be allowed to appear ETE of course work and awarded "F" grade in the course work. The candidate will be allowed to register for the same /new course of equivalent credit.

(v) The minimum CGPA requirement for the course work is 6.75 on a 10 point scale. If the CGPA at the end of course work is above 6 and less than 6.75, the student shall be asked to improve the grades by opting a

substitute course or repeating the course. If the CGPA is less than 6 in course work the student will not be registered for Ph.D programme.

11.11 RESEARCH PROPOSAL PLAN

On completion of course work, a scholar shall prepare a detailed "Research Proposal" on the approved research area of his/her interest within 6 months from the date of completion of course work. The objective of the proposal is to enable the scholar to define the Ph.D. research problem based on a survey and critical analysis of the literature.

The research scholar shall present the proposed work in an open seminar and defend it before the DRC. The DRC shall communicate its recommendations to the Chairman of Research Board for further processing. In case DRC does not find the Proposal suitable, it will communicate the scholar accordingly. The DRC may allow the candidate to resubmit a revised proposal within a specified time within three months from the date of seminar. Failing which a candidate will not be registered for Ph.D programme, however in special circumstances the candidate may request for some more time which the DRC may consider and allow.

11.12 PROGRESS OF THE RESEARCH WORK

(i) At the end of every semester, the progress of a scholar will be assessed by the DRC. The candidate shall make a presentation before the DRC for feedback and comments. The DRC shall send the Assessment Report to the Research Board with its recommendations on continuation or cancellation of registration.

(ii) If a supervisor is not satisfied with the work of the candidate, he/she will inform the DRC for appropriate advice to the scholar. The DRC will issue a show cause notice to the scholar and consider the explanation and may take up the matter to the Dean (Academics). The matter shall be considered by the Dean (Academic) after the approval of Vice-Chancellor, whether the candidate should be allowed to continue his/her research for the Ph.D. degree.

(iii) A research scholar may request the Dean (Academics) for discontinuation of his/her research work through his/her supervisor to the DRC.

(iv) All correspondence will be carried out by the scholar through the supervisor(s).

11.13 SUBMISSION OF SYNOPSIS

(i) On completion of the course work, the scholar will submit the synopsis of his/her Research work to DRC through the supervisor.

(ii) The supervisor(s) shall forward the synopsis to the DRC for assessment. The assessment shall be carried out by the DRC through a pre-Ph.D. seminar scheduled and notified at least 15 days in advance. The research scholar shall present the proposed topic, the background knowledge through literature survey, proposed plan of research work to be carried out by him/her and defend it before the DRC. The DRC will give feedback and comments which the candidate will incorporate. The DRC shall make recommendation to the Chairman Research Board for approval of the "Synopsis". The DRC shall, in turn, communicate its recommendations on acceptance of the synopsis to the Dean (Academics). In case not satisfied, the DRC may also ask the scholar to do further work, if so required, and resubmit a revised synopsis within a specified time.

11.14 SUBMISSION OF THESIS

- (i) The thesis shall be written in the specific format and it should be substantiated by facts, and fresh approach towards interpretation of facts and theories or significant contribution to knowledge of design or development, or a combination of them. It should bear evidence of the candidate's capacity for analysis and judgment and also his/her ability to carry out independent investigation, design or development.
- (ii) The scholar will declare that the research work is a bonafide nature of work and that the thesis does not contain work which has been previously submitted for the award of any degree/diploma and the extent of collaboration, if any.
- (iii) A research scholar shall publish at least two research paper in a refereed Journal of high impact factor before the submission of the thesis for evaluation, and produce evidence for the same in the form of acceptance letter or the reprint. The DRC shall keep an up to date list of refereed journals of high impact rating in each area of research.
- (iv) The scholar shall submit six (6) printed or typed copies of his/her thesis in English language (barring the thesis on languages) to the DRC through his/her supervisor. The DRC shall recommend the thesis for acceptance to the Chairman of Research Board for further processing. In addition, a CD of the thesis in PDF format shall also be submitted by the scholar for forwarding it to the Research Board.
- (vii) The thesis shall include the following certificate signed by the supervisor(s):

This is to certify that the thesis entitled "..... (TITLE OF THE THESIS)" submitted to MVN University, in partial fulfillment of the requirements for the award of degree for Doctor of Philosophy in (Name of the discipline). It embodies the original research work carried out by Mr./Ms..... (Name with enrollment number of the candidate) under my/our supervision and has not been submitted in part or full for any other degree or diploma of the University or of any other University/institution anywhere.

The thesis can be submitted only if

- 1) There is no outstanding dues of the University/fines.
- 2) There is no matter of indiscipline activity pending or contemplated against him/her.

11.15 APPOINTMENT OF EXAMINERS

- (i) From the panel of ten examiners submitted by the DRC, the Chairman Research Board will appoint two external examiners out of which atleast one will be from outside the state /country, after taking approval of the Vice Chancellor. These two external examiners and the supervisor(s) of the scholar shall form the Committee of Examiners for evaluation of thesis submitted by the research scholar. This Committee shall be notified by the COE. The appointment of these examiners shall be strictly confidential. If the circumstances so demand, the Vice-Chancellor may exercise his discretionary powers to appoint the examiners.
- (ii) The COE shall request the appointed external examiner, to give their consent and acceptance as an examiner.
- (iv) In case, an appointed external examiner declines to act as examiner, the Vice-Chancellor may appoint another external examiner in line with (i) above.

11.16 EVALUATION OF THESIS BY EXAMINERS

(i) On receipt of acceptance from external examiner from the appointed examiners, a copy of the thesis shall be sent to them for evaluation within a stipulated time indicated by the COE.

(ii) Each examiner is required to give his/her assessment report about the candidate's research work to the COE.

The assessment report shall cover the following in details:

- (a) Significant contribution to knowledge.
- (b) Any specific observations made by the examiner requiring revision, modifications or clarification on thesis.
- (c) Standard of presentation of research work in thesis.

(iii) Each examiner is required to give his/her recommendation about the candidate's research work to the COE.

The recommendation made by the examiner about the candidate's research work shall be on the prescribed form provided by the MVNU indicating clearly one of the following

a. The thesis is recommended for the award of the Ph.D. degree in the present form.

or

b. The thesis is accepted for the award of the Ph.D. degree after minor revision.

or

c. The thesis may be accepted for the award of the Ph.D. degree after major revision requiring rewriting a portion/chapter of the thesis incorporating some additional work.

or

d. Rewriting of the thesis after further research.

or

e. The thesis is rejected outright with justification.

The examiners may ask for clarifications to be sought from the candidate by the Committee constituted for conducting the Viva-Voce examination.

(iii) If the examiner has recommended re-submission of the thesis, the COE shall forward the recommendations of the examiner to the Research Board/DRC. The DRC will accordingly advise the scholar through his/her supervisor. The candidate shall ordinarily resubmit the revised thesis within one year from the date on which the comments of the examiner(s) are provided to him/her. The response of the candidate shall be sent again to the same examiner for a fresh assessment and recommendation.

(iv) If the examiner has recommended rejection of the thesis, the Research Board will appoint a new examiner out of the panel, provided the report of one of the external examiners is satisfactory.

If both the external examiners have recommended rejection of the thesis, the thesis shall be rejected outright.

11.17 . FINAL VIVA VOCE

(i) On having received the Thesis Assessment Report and recommendations from all examiners, the chairman DRC shall request the supervisor to arrange for the final viva voce.

(ii) The viva-voce Committee approved by Vice-Chancellor, comprising of the external examiner from India, a member of the DRC and the Dean (Academics) and the supervisor(s) shall conduct the viva voce examination of the scholar on his/her thesis.

(iii) The viva-voce Committee shall provide to the candidate a list of all corrections and modifications, if any, suggested by the examiners.

(iv) The research scholar shall present the complete work in an open seminar well publicized, and defend it before the Viva Voce Committee. All queries raised by the examiners in their reports shall also have to be satisfactorily answered by the scholar.

(v) The recommendations of the examiners shall be placed before the viva voce Committee. After satisfactory recommendation, the Viva Voce Committee shall communicate its recommendations on the award of Ph.D. degree to the Dean (Academics) through DRC.

(vi) If the thesis has been accepted but the candidate fails at the defense Viva-voce examination, he/she may be permitted by the Vice-Chancellor to re-appear again at a later date. If the candidate fails again in the second viva-voce exam that matter will be referred to Vice-Chancellor who may decide to reject the thesis.

(vii) In exceptional cases, if external examiners are not available for viva-voce examination the Research Board will appoint another external member for viva-voce committee after seeking approval from Vice-Chancellor.

11.18 DEPOSITORY WITH UGC

Following the successful completion of the evaluation process and announcements of the award of Ph.D., MVNU shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.

11.19 DISCIPLINE

Every research scholar is required to observe decorum and disciplined behavior both inside and outside the campus and should not indulge in any activity, which will tend to bring down the prestige of the MVNU. Any act of indiscipline of a research scholar shall be dealt in accordance with prevailing rules on indiscipline in MVNU.

11.20 DISPUTE REDRESSAL

In case of any dispute, the matter will be referred to the arbitration under section 47 of the statutes of MVN University.

11.21 RIGHT TO AMEND

Notwithstanding all that has been stated above, the prescribed authority has the right to modify the above Regulations from time to time.

CHAPTER 12

**INTERPRETATION,
REPEAL
AND SAVINGS****12.1 Interpretation**

(a) Any question relating to the clerical error, clarification, spelling mistake, interpretation or likewise related to any provision of the rules framed herein and the subsequent rules shall be decided by the Vice-Chancellor.

(b) Notwithstanding anything stated in the rules framed herein and the subsequent rules, for any unforeseen issues arising that are not covered by these Rules, or in the event of dispute/ differences of opinion in interpretation of any provision of these Rules and in respect of all the matters, whether expressly provided herein or not, the Vice-Chancellor may take such measures as may be necessary for removal of discrepancies.

12.2 Power to make Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies etc.

The Vice-Chancellor shall, if he be of the opinion that Orders, Codes, Manuals, Circulars, Memos, Procedures, Policies, Schemes etc. are required to be made subsequently, in respect of any matter(s), whether expressly provided herein or not, be empowered in this regard to make/ approve such documents, as deemed necessary from time to time, for the smooth functioning of the University.

12.3 Delegation of Powers

The Vice-Chancellor may, by a general or special order, authorize such officer or authority to exercise any of the powers, exercisable by him, under these Rules or otherwise, as may be specified in the order. And, the decision of the Vice-Chancellor shall be final and binding on all the concerned.

12.4 Amendment, Repeal and Savings

(a) The Rules framed herein and the subsequent Rules which may be added to, amended, repealed or deleted and every new Rule or addition to the Rules or any amendment shall require the approval of the Vice-Chancellor, who may sanction, disallow or remit it for further consideration of the recommending authority and it shall be effective from such a date as prescribed in the notification.

(b) Notwithstanding such amendment, addition etc., anything done or any action taken under the said Rules shall be deemed to have been done or taken under the corresponding provisions of the Rules.

Anything contrary to the provisions of "The Haryana Private Universities Act, 2006" as amended from time to time shall be treated as null and void.